Minutes of the Faculty Meeting of the
New Jersey Institute of Technology

February 13, 2013
Presiding: Priscilla P. Nelson, Chair of the Faculty Council

I. Convening of the meeting

Dr. Priscilla Nelson

With a quorum present, the meeting was convened at 2:42 PM.

II. Approval of Minutes

The Minutes of the December 12, 2012 Faculty Meeting were approved by acclamation.

III. Chair’s Report

Dr. Priscilla Nelson

a. BOT AA&R Committee

Chair met with D. Sebastian, F. Deek and Representatives of the Board. Initial discussion was focused on campus shared governance, and continued with discussion of plans for and assessment of Distance Learning (DL). The board is interested in learning more. The results will be reported in future meetings. Faculty Council (FC) may form a subcommittee to look into this.

b. Faculty Council Committee Report –

1. Lecturers and Adjunct Committee Report (A. Schuman)

The Committee was formed two years ago to look into the role of non-tenure track faculty. Surveys were taken in 2011 and in 2012 and are available on the FC website. The adjunct survey returned 33% of the votes and the lecture survey had a 76% return. Survey covered courses and concerns including promotions and job descriptions of the non-tenured faculty.

2. Evaluation of Senior Administrators (B. Kimmelman)

This semester, administrators will be evaluated using the IDEA instrument. Chairs will be evaluated using the survey developed for the assessment conducted in-house three years ago.

The reorganized research committee has been meeting to develop strategies to improve the participation and success of NJIT faculty in winning research grants. Workshops were held January 13, 2013 (management of research) and another one on the NSF CAREER program for recently hired faculty will be held April 3, 2013. There was good participation in the January workshop mostly by young faculty. The research website has a list of grants and type of research that faculty engage in.

IV. Report from the President

Dr. Joel Bloom

1. Attorney Kay Turner was introduced as the new V.P. for Human Resources.

Drafts of the Academic Plan, the Facilities Plan and the Enrollment Management Plan were presented to the Board of Trustees and briefly discussed at this meeting.

2. RFP on Facilities Bond

Submission of proposals to the Facilities Bond and Revolving Funds program are due to the Secretary of Higher Education by March 25, 2013. Plans will be posted on the website. The RFP is competitive. The NJIT proposals will involve renovation of classroom and laboratory facilities, expansion of the York Center as well as refurbishment of the Central King Building.

3. The President has been holding meetings with Faculty Representatives from the five colleges to discuss NJIT needs

   a. Student Retention and Graduation Rates were discussed.
   b. Continued improvement of student advising, quality of facilities, smarter classes, currency of the curriculum, research support and two way communication were discussed.

V. Report from the Interim Provost

Dr. Fadi Deek

a. Important Issues Presented

1. Academic Plan Outcomes were discussed
   a. The Transitional Academic Plan 2013-2015 is framed to not derail the current University strategic plan but to enhance it. The faculty has been urged to participate and make contributions to the plan. The BOT has approved the Transitional Academic Plan that includes:
      i. transparent systems of evidence-based decision making.
      ii. a commitment to student success.
      iii. a sustainable investment in the academic enterprise.
b. The longer term aspirational Academic Plan will be developed over the next two years and will cover 2015-2020.

The bond proposals will be sent to the State by March 11 for a completeness review, and the final proposals will be presented to the state by the March 25 deadline.

2. Sabbaticals
   Sabbatical trends for 2000-2014 were discussed. Success rate was very good and the goal is 100% success.

3. Shared Governance
   The committee met with shareholders and worked with faculty caucus to resolve key issues including participation of lectures.

4. Dr. Nelson commented that FC has not received the academic plan in full but is looking forward to receiving it so it can contribute to the plan.

VI. New Business

   a. Physical Security
      FC should form an ad-hoc committee to watch over our security

   b. Handbook
      Handbook was discussed. FC should give direction over violations of the handbook. All departments should have by-laws and if they don’t they should follow default by-laws. Civil Engineering and Physics have by-laws. We should be looking to chairs for guidance.
      March 27, 2013 is the next Faculty meeting where full consideration of Shared Governance will take place.

VII. Adjournment

   The meeting was adjourned at 3:38 PM.

Dr. Tamara Gund, Secretary